

City of Westminster

Hospitality Fee Monthly Reporting Form

Name and Address of Business: _____
_____ Filing Period: Month Yr.
_____ FEI or SS#

Contact Name: _____
Contact Phone:

COMPUTATION OF HOSPITALITY FEE AMOUNT DUE

1. Hospitality Fee \$ _____ X .02 = \$ _____
Gross Proceeds from sale of Food/Beverages

2. Penalties:

Failure to File \$150.00
\$ _____

This penalty will be assessed on the 20th of each month if the report has not been filed with the City, even if no tax has been collected.

Failure to Pay (5% or \$150.00)
\$ _____

Payments not received by the 20th of each month will receive a 5% or 150.00 penalty, whichever is greater, on the 21st for the balance owed. The City will not go by postmarks.

3. **TOTAL HOSPITALITY FEE DUE** \$ _____

This return covers the period through the last day of the month and becomes delinquent after the 20th day of the following month. The only instance that you will be granted extra time is if the 20th falls on a weekend or a city observed holiday in which we are closed. You will then have the next business day to submit your payment and report.

I certify that all the information stated above is true and accurate to the best of my knowledge and belief. I understand the City of Westminster assesses penalties for making false or fraudulent statements on this reporting form.

Filed By: _____ Date: _____

Return to: City of Westminster, ATTN: Kiley Carter, PO Box 399, Westminster, SC 29693